

DD/S 42-4077

SECRET

17 AUG 1962

MEMORANDUM FOR: Deputy Director (Support)

SUBJECT: Implementation of Revised Policy for Dependent  
Quarters and Quarters Allowance

REFERENCE: Memo dtd 2 Oct 1961 for DCI fr Acting DD/S, subj:  
Agency Overseas Living Quarters

1. This memorandum contains a recommendation submitted for DD/S approval. Such recommendation is contained in paragraph 6.

2. The referenced memorandum (copy attached as TAB A) established a revised policy for the provision of dependent quarters or the payment of quarters allowances to employees stationed abroad. The policy was designed to:

a. Adopt the allowance system for providing quarters to Agency personnel overseas in those areas where adequate quarters are generally available at the approximate levels of the standard allowances.

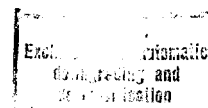
b. Provide for Headquarters approval of quarters needed for operational or representational purposes when the costs exceed the standard allowances.

c. Reduce the administrative workload inherent in the "Government-provided" quarters system.

3. The revised Agency policy is intended to ensure adequate living quarters for overseas personnel at little or no expense to them if they select quarters prudently. The adoption of the "flat rate" allowance system provides an incentive for employees to seek reasonable quarters in those areas where a choice is available to the employee. In essence, the policy provides that employees will be provided quarters under one of the following four methods in the order presented:

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*Per 17-3*

NOTE FOR THE RECORD

The memorandum authorizing approval of the new overseas housing policy by DD/P has been forwarded to the Regulations Control Staff, DD/S, for file. (Official file cy.)

(Memorandum for ADD/P from Chief, OPSER, dtd 1 October 1962, subj: Proposed Housing Regulation; accepted by  8 October. DD/P #2-5228)

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